

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, August 24, 2010 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Yvonne Braunschweig, Pat Hurley, Steve Rauch, Dianne Boyle, and Mike Kelly. Excused were Kay Pockat, Pat Hoffman, and Scott Johnson. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt, and Steve Adams from SEWRPC.

Torhorst called the meeting to order at 4:00.

Minutes of the July 20, 2010 meeting were approved. Kelly moved, and Braunschweig seconded. Motion passed.

The August 2010 General Fund Bills, Prepaids, Reimbursements and July 2010 General Fund deposits were discussed and approved. Braunschweig moved approval and Kelly seconded. Motion passed. The August 2010 Trust Fund Bills and July 2010 Trust Fund Deposits were approved. Hurley moved and Braunschweig seconded. Motion passed.

Joy Schnupp gave a demonstration on the Library's new Facebook page. We currently have 49 fans. We have a badge on our Library website to direct patrons to the Facebook Page. Joy monitors the site every day. We have had 66 active users in the last 2 $\frac{1}{2}$ weeks. Joy sees the page as an excellent way to spread the word about events and activities at the library.

Joy Schnupp also gave a report on how the Summer Reading Program went.

The theme was Make a Splash. She had 373 children sign up for the program. Participants read a total of 1099 hours. Twenty five volunteers put in 348 hours assisting with the program.

Schools, daycares and home school groups visited 24 times. The Kickoff party put on by the Friends had 167 parents and kids in attendance.

This year, Lakeshores only provided three storywagon programs. There were about 78 people that attended each program bringing the total up to 234 for all three programs.

The Monday WannaWatchAMovie showings attracted 89 children.

Joy formed a Readers' Theater group this year that gave three performances, drawing a total of 58 viewers. Catch a Wave lunchtime programs drew 406 participants with a total of 6 programs.

Plymouth Day Care attends many of our programs.

Total attendance at the three and under story time was 66. Total attendance at the four and older story time was 76.

Steve Adams from SEWRPC asked to address the Board to explain that his group has a lot of information that could be useful to the Library, and that they are looking for new ways to let the communities know what they do. They have redesigned their website and invited the Board to view it. SEWRPC will be analyzing the 2010 Census information soon.

Committee Reports: There were no reports at this time. Falk would like to have the Finance and Personnel committees meet before the next Board meeting. Personnel Committee will meet at 3:30 on Tuesday, September 28th and the Finance Committee will be at 3:45 on the same date. The Board Meeting is at 4:00 on September 28th.

Federated Library Report: Braunschweig reported that the Lakeshores Library System Board met on August 21st. There was a new representative from Walworth County, Susan Metzner. The Board discussed LSTA grant ideas for Lakeshores. A group of students from Parkside's MBA program will be giving a presentation on December 14th regarding the long range plan for LLS. The Trustee Dinner is at the Cotton Exchange on October 14th and will feature a speaker on Open Meeting Laws.

Old Business:

The Friends group's new fundraiser project for this year will be focusing on new computers for the adult side of the Library. Falk will apply for a grant that might help pay for the software for these new computers.

The Library participated in the Chocolate Walk last Saturday. We had about 125 people that came to select a treat from us.

The Friends' Book Sale made a record total of \$5,129.00.

New Business:

Falk is working on the Budget preparation. She is doing the background work with the City and then she will bring it to the Board. There are a few more hours for the desk clerks and also a few page hours. She is asking for money to replace the delivery door, repaint the Pine Street trim and pillars, and install a panic button that would connect us to the Police Dept. We are asking for capital funds for replacement of carpeting, roof repair in the YA area, and a more efficient network copier/printer.

Racine County Funding: Funds anticipated from Racine County for service to county library patrons should be about what we projected.

Director's Report:

Monthly report: Falk said that once again we provided State Fair cream puffs for the staff. She asked the Board if they wanted to use the leftover staff appreciation money of \$39.63 and \$32.37 booksale money to pay for the cream puffs. Hurley moved and Braunschweig seconded the motion to pay for the cream puffs. Motion passed.

The last electrical storm caused damage at the Library. The Police Dept. also got hit which caused our phones to go out for a half day. The storm also damaged our TV, Wii console and one computer. There was a service call on our air conditioner which came to \$346.00. Bills for the phone repair, air conditioning repair, and equipment destroyed have been submitted to insurance.

In the News:

There were many newspaper calendar events.

Falk reported that the van delivery numbers are continuing to grow. We used to receive about 100 items a day, and now we are up to 180 to 220 a day. This is because our patrons are now more comfortable on the computer and they are placing holds on items themselves and keeping track of their own account.

Public communication to the Board: Steve Adams was introduced earlier in the meeting.

Meeting was adjourned at 4:50 PM. Braunschweig moved and Hurley seconded. Motion passed.

Our next meeting will be on Tuesday, September 28th at 4:00 PM in the Burlington Public Library meeting room.

Respectfully submitted,

Steve Rauch
Aldermanic Representative